

DRAFT MINUTES

NCLIS MEETING

January 9 and 10, 1992

MEMBERS PRESENT: Daniel W. Casey; Carol DiPrete; J. Michael Farrell; Wanda L. Forbes; Norman Kelson; Ben-Chieh Liu; James "Jed" Lyons (Thursday only); Jerald C. Newman; Kay W. Riddle (Thursday only); Barbara J. H. Taylor; Winston Tabb (for the Librarian of Congress); Elinor H. Swaim, Vice Chair; Julia Li Wu; and Charles E. Reid, Presiding

**VICE-CHAIRMAN
EMERITUS:**

Bessie B. Moore

NCLIS PRESENT:

Peter R. Young, Executive Director;
Mary Alice Hedge Reszetar, Associate
Executive Director; John G. Lorenz,
Coordinator, Library Statistics Program;
Jane Williams, Research Associate;
Barbara Whiteleather, Assistant to the
Director and Recording Secretary

**WHCLIS STAFF
PRESENT:**

Jean M. Curtis, Executive Director;
Rhea K. Farberman, Director of Public Affairs

GUESTS PRESENT:

Eileen Cooke, ALA, Washington Office;
Ray M. Fry, OERI, Department of Education;
Jane Kolbe, COSLA; Peyton Neal, IIA;
Frankie Pelzman, *Wilson Library Bulletin*;
Joan Ress Reeves, ALA Legislation
Committee/WHCLIST; Gerald J. Sophar, ASIS;
Frank Stevens, OERI, Department of Education

Chairman Charles E. Reid called the meeting to order at 9:15 a.m.

Chairman Reid introduced Dr. Ben-Chieh Liu and welcomed him as a Member of the U.S. National Commission on Libraries and Information Science. It was noted that even though Mr. Norman Kelinson has been attending NCLIS meetings since the White House Conference in July 1991, this is his first meeting as a "confirmed" Commissioner.

Commissioner James "Jed" Lyons was also recognized and introduced. Chairman Reid noted that Mr. Lyons will be instrumental in the Commission's review of its publications.

Chairman Reid was pleased to report that fourteen Commissioners have been confirmed and were present. By law, NCLIS is a fifteen-Member Commission, and it is hopeful that the fifteenth Member will be nominated by the President and confirmed by the Senate within the next few months.

APPROVAL OF MINUTES

It was MOVED by Carol DiPrete, seconded by Julia Wu, that the minutes of the NCLIS meeting held October 25, 1991, be approved as corrected on page 5:

- (1) Line 4 - change Commissioner Swaim to Commissioner Wu;

- (2) Second paragraph. Add last sentence: Mrs. Swaim expressed agreement with Miss Hashim.

The motion carried unanimously.

CHAIRMAN'S REPORT

Chairman Reid presented the staff's recommendation that the NCLIS organization meeting be changed to correspond to the government's fiscal year calendar (October - September). The Commission approved the staff's recommendation. The NCLIS organization meeting was changed from the first meeting of the calendar year to the first meeting after the start of the new fiscal year.

However, it was decided that the elections of the Vice Chairman and Executive Committee would be held and that those persons would serve in that capacity from January 1992 to the first NCLIS meeting of fiscal year 1993. The Chairman announced his intention to revise the NCLIS Committee structure and its membership for the same period of time.

NCLIS RETREAT

The NCLIS Retreat will be held March 11-13, 1992, at George Mason University.

Suggested topics for discussion include:

(1) NCLIS Publications --

- Review of NCLIS publications re establishment of a publications program to give visibility to NCLIS.
- Outside funding for reprinting NCLIS publications.
- NCLIS publications vis-a-vis NCLIS' catalyst role.
(NCLIS must distribute and publicize information and act as a catalyst to improve library and information services for the public.)

(2) The need for establishing liaisons with selective organizations and groups. (Liaison partnerships need to be productive, not just ties without a purpose. The liaison must result in a productive program or function which the Commission can be proud of.)

(3) Erosion and possible collapse of library and information science education in the United States.

(4) NCLIS committee structure and membership for FY 1993.

NCLIS BUDGET

The Commissioners reviewed the NCLIS concept plan for FY 1992. Because of budget constraints the staff recommends the use of consultants for specific purposes rather than an increase in staff in FY 1992.

Chairman Reid noted that the Executive Committee (which also serves as the Budget Committee) has reviewed and discussed the concept plan item by item to provide staff guidance and direction. The Executive Committee pointed out that the NCLIS Chair (working with staff) has the authority to reduce the line amounts.

In preparing for the FY 1993 House and Senate appropriation hearings, Chairman Reid urged staff to change format for presentation by refocussing on planning process.

EXECUTIVE DIRECTOR'S REPORT

Mr. Young summarized the Executive Director's Report for December 1991 which was included in the meeting folder. Mr. Young also stated that over the next few months NCLIS staff attention will focus on administrative and staff organizational concerns, as well as finalizing the newly installed local area networking connecting the office's workstation computers.

WHCLIS EXECUTIVE DIRECTOR'S REPORT

In addition to the WHCLIS Executive Director's Report included in the meeting notebook, dated January 9, 1992, Mrs. Curtis provided the Commissioners with a revised and updated report.

Mrs. Curtis announced that she has been selected as the Executive Director of the new National Council on the Public Service (under the direction of the White House) beginning in early April 1992. The NCLIS Members and staff praised Mrs. Curtis for her performance and excellent work as the WHCLIS Executive Director, stating, "Jean has helped establish a new standard for effectiveness and for leadership." Mrs. Curtis stated that her career has had a chance to grow with the WHCLIS opportunity. She praised NCLIS for their cooperation, and thanked the NCLIS Members for their leadership and NCLIS staff for their team work.

MOTION

It was **MOVED** by Jerald Newman, and seconded by Daniel Casey, that NCLIS congratulate and praise Jean M. Curtis for her exemplary and remarkable work as Executive Director of the White House Conference on Library and Information Services.

The motion carried unanimously.

Chairman Reid indicated his intention to write to the White House Personnel Office thanking them for Mrs. Curtis' services and expressing his appreciation.

Rhea Farberman updated the Members on the recently held National Teleconference. Calling the teleconference "a big success, well produced, and thought-provoking with an excellent panel," Ms. Farberman added that the process reached approximately 20,000 people in one day, offering NCLIS a new way to communicate on wide basis.

The final report of the White House Conference, which is being referred to as the Transcript and/or the Telephone Book, will be the full official **RECORD** of the Conference. The strategy is to expand on the basic concept of the *WHC Summary Report*. Contents of this voluminous report will include, among other items: (1) all resolutions, including those that failed or were tabled; (2) verbatim transcripts of some of the main sessions; (3) a summarized detail of the WHC process; (4) a State-by-State activities list. It is estimated that this report will be 500 pages with a high unit cost because of the low print-run. The report will be distributed through the Depository Libraries.

The Commissioners approved the suggested Table of Contents with the addition of the following (subject to the availability of funds):

- A subject/topic index (Ms. DiPrete and Mrs. Wu);

- Listing of volunteers;
- Dulles participants;
- Comprehensive list of all Commissioners and staff working on or toward WHC. [Mrs. Reszetar will prepare the list];
- Conference program;
- Reference to WHC budget and the fact that audits were a part of the internal process; budget supplemented by private funding, in-kind, and financial contributions;
- Credit listing of donors/sponsors;
- Disclaimer; and
- Printing should be on acid-free paper.

Chairman Reid established a Special NCLIS Editorial Committee. Members of the Committee are: Charles Reid; Daniel Casey; Jed Lyons; Michael Farrell, Alternate; and Winston Tabb, Official Advisor (for Index). The Committee represents the Commission and has the charge of devoting one day in Washington, D.C. with Rhea Farberman and Greg

Gagne, editorial consultant, reviewing and approving the draft report and its contents.

Chairman Reid expressed his intention that the final Report will clearly show that the Federal dollars were well spent in the conduct of the 1991 White House Conference on Library and Information Services.

Chairman Reid charged the NCLIS/WHCLIS Ad Hoc Committee to recommend to NCLIS:

- (1) How best to handle 50 State Conference Reports;
- (2) How best to group State recommendations into a comprehensive document for publication and distribution, including table of contents and cost estimates; and
- (3) Partnerships for publishing and distributing the final WHC report.

CERTIFICATES OF APPRECIATION TO WHC STAFF

On behalf of the entire WHC staff, Mrs. Curtis thanked the NCLIS for the lovely and thoughtful Certificates of Appreciation. The certificates were personally handed to the on-board WHC staff by Chairman Reid at the NCLIS offices on Wednesday, January 8, 1992.

RAY M. FRY, OERI

Mr. Ray M. Fry, Acting Director of the Office of Library Programs, Office of Educational Research and Improvement (OERI), U.S. Department of Education, presented an overview of the Federal library programs administered by OERI. In his presentation, accompanied by a slide show, Mr. Fry described OERI's Federal library assistance programs (both State grant and discretionary programs), the OERI organizational structure, discussed the applications for Basic and Special Project Grants, including the Library Services for Indian Tribes and Hawaiian Natives Programs, and referred to AMERICA 2000.

The packet of information distributed by Mr. Fry included:

- (1) A pamphlet entitled, *Helping Your Child Use the Library*. There has been a real demand for this publication with over 500,000 copies being distributed. In addition, the publication will also be printed in Spanish.
- (2) *Federal Register*, Part VII, June 12, 1991. OERI - Library Programs; Invitation to Apply for New Awards; Notice.
- (3) OERI Publications List.
- (4) OERI Fact Sheets, Library Services and Construction Act and Higher Education Act (Title II).

Mr. Fry called upon NCLIS' assistance in helping to publicize OERI's fellowships. Further, he asked NCLIS to encourage Congress to change the stringent regulations and increase the stipends, thereby gaining top people in the library profession. Mr. Fry sees the need for a study of the supply and demand of librarians (the last study was in the early 1980's). Finally, Mr. Fry encouraged the continuation of the close working relationship and discussion by NCLIS and OERI on a staff-to-staff level.

The Members offered their assistance to OERI, and thanked Mr. Fry for his informative presentation. The Commissioners expressed their desire to have future periodic updates on OERI's Federal library grant and contract programs, as well as new ED policy developments affecting the world of library and information science.

The meeting was adjourned at 2:45 p.m. so that the NCLIS Members could go to the Department of Education to obtain Federal identification badges.

Thursday, January 9, 1992 (Working Dinner)

LIBRARY AND INFORMATION SERVICES TO NATIVE AMERICANS

Vice Chair Elinor Swaim, Chair, Ad Hoc Committee on Library and Information Services to Native Americans, presented background information on the Committee and reported on the Committee's recent work. [The minutes of the Committee's meeting held November 7, 1991, were included under Tab F of the meeting notebook.]

Mrs. Swaim noted that NCLIS is the only agency/group studying the library and information services to Native Americans. The Committee hopes to complete its series of regional hearings by holding a final hearing and site visit in Hawaii. Chairman Reid authorized travel for Mrs. Swaim and one staff member or NCLIS consultant (to be designated by Mr. Young) to conduct the hearing. It is the Chairman's intention that this final hearing be conducted in time for inclusion in the Committee's final report.

The drafts of portions of the Committee's final report prepared by NCLIS consultants Lotsee Patterson and Judi Chapman were distributed for Commission review and comment. Mrs. Swaim noted that the report's overview and recommendations, prepared by Ms. Chapman, are in question and answer format -- a format preferred

by Congressional Committees for its easy and quick reading. The Commission will review the final draft report at its retreat/meeting March 11-13, 1992.

The White House Conference on Indian Education will be held in Washington, D.C. January 21-24, 1992. Chairman Reid authorized Commissioners Swaim, Forbes, and Taylor to attend.

NCLIS RETREAT

Commissioner Carol DiPrete, Chair, Retreat Committee, presented the Committee's report. It was decided to hold the three-day NCLIS Retreat at George Mason University in Alexandria, Virginia, March 11 - 13, 1992. Calling the Open Forum to Follow up on the White House Conference "the perfect prelude to the Retreat," the Forum will be held on Tuesday, March 10. NCLIS staff attendance will be limited to Mr. Young, Mrs. Reszetar, Mrs. Milevski, and Mrs. Williams. The Retreat is, of course, open to the public in accordance with the Government in the Sunshine Act.

Suggested agenda items should be sent to Mr. Young, Staff Liaison to the Retreat Committee. Mrs. Swaim suggested discussing the Commission's ultimate intention when beginning long-range programs. Mrs. Swaim urged, "before undertaking future programs and projects, Commissioners should be fully aware of their intentions and ultimate involvement and investment in terms of dollars and

time. We need a mechanism in place for monitoring on-going NCLIS programs."

Chairman Reid urged full participation and attendance for the Retreat by all Commissioners -- from beginning to end.

NCLIS OPEN FORUM TO FOLLOW UP ON WHCLIS

The NCLIS Open Forum to Follow Up on the White House Conference on Library and Information Services will be held on Tuesday, March 10, 1992, from 9:00 a.m. to 5:00 p.m. in the Henry Barnard Auditorium, Room 1134, of the U.S. Department of Education, 400 Maryland Avenue, S.W., Washington, D.C.

National organizations and allied groups -- including those of elected and appointed officials from government and education -- will be invited. The purpose of the Forum is to provide an opportunity to review the WHCLIS recommendations of special concern and interest to those organizations and groups and to hear of their plans in support of the recommendations. In addition to the oral presentations, written comments will be encouraged. In large part, the rules and procedures for the Open Forum will follow those of the Open Forum at the WHCLIS, also moderated by Commissioner Farrell.

Chairman Reid established an NCLIS hearing panel for the Open Forum on WHCLIS Recommendations. Panelists are:

Michael Farrell, Moderator

Charles E. Reid

Daniel W. Casey

Kay W. Riddle

NCLIS Vice Chair, Alternate

Commissioners urged adequate publicity coverage of the forum, suggesting perhaps C-Span and group publicity. In the Chairman's opinion, the Forum could well set NCLIS' Plan of Action for the next 4 to 5 years.

NCLIS 1992 RECOGNITION AWARDS

Mrs. Swaim, Chair, Recognition Awards Committee, announced the recipients of the NCLIS 1992 Recognition Awards: The recipients will be: The General Federation of Women's Clubs and the Pagosa Springs Woman's Civic Club (Colorado).

Founded in 1890, the General Federation of Women's Clubs (GFWC) is the oldest and largest nondenominational, nonpartisan, community volunteer services organization of women in the world, with 9,000 clubs in the United States. Literacy was the key focus for GFWC's centennial celebration from April 24, 1990 to April 24, 1991.

Through its Adopt-A-Library project, and in cooperation with the

American Library Association, the Federation has challenged its clubs to promote libraries and reading year-round, participate in National Library Week and campaign for literacy.

The Pagosa Springs Woman's Civic Club in Colorado is supporting and helping to provide equal access to information through new technology such as computers, compact discs and on-line database services for the library. The Club helped raise money to send an observer to the July 1991 WHCLIS.

The NCLIS Recognition Awards will be presented to the Pagosa Springs Woman's Civic Club at the GFWC's regional meeting in May 1992 in Pagosa Springs, and to the General Federation of Women's Clubs at its national meeting in June 1992 in Indianapolis.

Members of the Recognition Committee suggested that special inscribed plaques be presented rather than the customary Steuben bowl, which is very expensive.

LIBRARY STATISTICS PROGRAM

Mr. John Lorenz, Coordinator, Library Statistics Program, provided data from the National Center for Education Statistics/NCLIS Federal-State Cooperative System (FSCS) for Public Library Data. The results of the Library Statistics Program will be, "The most comprehensive, valid and reliable State and national public library data that has ever existed."

Examples of maps and graphs from FSCS data and a summary report from *Programs and Plans of NCES*, 1991 Edition, were included in the meeting notebook.

Mr. Lorenz reported that the major event of the month was the 4th Annual Training Work Shop for the State Data Coordinators of the 50 States and the District of Columbia, working with the Federal-State Cooperative System for Public Library Data. The Workshop theme was "Improving Quality and Use of Public Library Data." Mr. Lorenz and Mrs. Reszetar reported on two series of awards which were begun: Recognition and Appreciation Awards to those who have made notable contributions to FSCS; and Francis Keppel Awards (named in honor of a former U.S. Commissioner of Education and Member of NCLIS) for those State Data Coordinators and Chief Officers whose State library agencies submit the most prompt, complete and highest quality data.

Mr. Liu suggested that the Commission consider incorporating some of the statistical maps and graphs into the final WHCLIS Report to lend bibliographical support. Mr. Young recommended that the statistical material be also included in NCLIS' 20th year *Annual Report* which will have wider distribution than the final WHCLIS report.. Mr. Lorenz reminded the Commission that the WHCLIS Final Report should have reference to both the NCLIS Hypertext database and demonstration and the Library of Congress Information Center.

After attending several of the statistical meetings, Commissioner DiPrete, Member of the NCLIS Standing Committee on Library Statistics, stated, "I am now an enthusiastic support of the Library Statistics Program!"

INTERNATIONAL COMMITTEE

Commissioner Julia Li Wu, Chair, International Committee, announced, "Thanks to the NCLIS Technical Amendments, 1992 is going to be a landmark year for international activities." Mrs. Wu reported on the following Committee activities:

Glenerin Meeting - The Committee set June 8 and 9, 1992, in Annapolis, Maryland, as the tentative date and place for the Glenerin Declaration meeting.

IFLA - The International Committee will poll the Commissioners regarding their interest in serving as the NCLIS official delegate at the 1992 IFLA Conference in New Delhi. It was suggested that the Commission consider inviting Mr. Robert Wedgeworth, IFLA President, to a future Commission meeting to report on IFLA.

Principles of Public Information - A draft cover letter (dated 01/02/92) to Paul Nauta, Secretary General, IFLA, was distributed. The transmittal letter offers the Principles of Public Information as a model for the development of an international edition. The Commission was asked to comment on the transmittal letter.

Commonwealth of Independent States - Brief discussion centered around the possibility of U.S. technical assistance to the Commonwealth of Independent States. In particular, Mr. Casey suggested the possibility that NCLIS assist in establishing libraries in these new Independent States. Mr. Young has a tentative meeting with State Department officials to discuss NCLIS involvement in an international conference regarding coordination of technical and other types of assistance to the Commonwealth of Independent States. Participation in the conference is at the personal invitation of the Secretary of State.

UNESCO - It is expected that the State Department will appropriate a similar level of funding (approximately \$182,000) to NCLIS for carrying out UNESCO-related international programs. NCLIS' contact person from the State Department is Mr. Dan Keller

Taiwan Conference - Tentative plans are being made for a spring (perhaps as late as July) bi-lateral technology conference in Taiwan. Mrs. Wu stated that NCLIS' invitation to attend the Conference will come from the highest level of Taiwan officials. Mrs. Wu urged the bi-lateral conference stating that the 1987 bi-lateral conference proved to be very productive and added, "This is a Pacific Century." Mr. Newman offered assistance in obtaining clearance through the National Security Council for travel to Taiwan.

Observer Gerald Sophar noted that the American Society for Information Science (ASIS) has a chapter in Taiwan and requested that ASIS be involved in the conference planning.

Joint Bank-Fund Library Network Tour

At the suggestion of the International Committee, the NCLIS Members toured the Joint-Bank-Fund Library Network (World Bank Group and the International Monetary Fund). The Library has a specialized subject collection, including statistical journals, yearbooks, and national development plans; a research paper collection from universities; the Breton Woods Collection of major articles about the establishment; and a current and retrospective United Nations Document Collection.

The Commissioners and staff were very impressed with the holdings of the Library and extended their thanks to Mrs. Wu for making the tour possible.

HENRIETTE D. AVRAM

At the request of the Commission, Mrs. Henriette D. Avram, former Associate Librarian for Collection Services, The Library of Congress, spoke at length on the condition and future prospects of national library networking. Introducing Mrs. Avram, Chairman Reid stated, "Mrs. Avram is the mother of MARC and she is revered nationally and internationally by the library and information field.

In addition to addressing the MARC and Network Advisory Committee programs, Mrs. Avram described the role networks will provide in the library and information community in planning for the future vis-a-vis the organization and sharing of information through multi-type library networking, and described some of the networking issues to be faced in the next decade. [A verbatim transcript of Mrs. Avram's remarks is being prepared for distribution to Commissioners.]

The Commissioners praised Mrs. Avram for her leadership role in access and standards of library and information materials. Mrs. Avram was thanked for her most informative presentation, and the Commission and staff extended their best wishes on her retirement.

On behalf of the entire Commission, Chairman Reid congratulated Winston Tabb on his recent appointment as Associate Librarian for Collection Services.

PUBLIC AFFAIRS COMMITTEE

Commissioner Casey reported on the Public Affairs Committee meeting held the previous day during the working lunch.

NCLIS Annual Report - The 1990-91 Annual Report will be the Commission's 20th anniversary report. The Committee recommends:

- (1) That the cover be the same design used for the 20th anniversary brochure. See Attachment I.
- (2) The report size will be changed from 6 x 9" to 8-1/2 x 11". The larger size is more conspicuous, demanding attention.
- (3) Including chronological highlights over the last 20 years.
- (4) All NCLIS publications will be listed. Those publications out of print will be so noted.
- (5) Commissioners provide staff with an 8 x 10" glossy, black and white photo for inclusion.
- (6) Inclusion of the American eagle symbol on the front cover, in addition to the standard NCLIS logo. [Note. The eagle may be in any color, contrary to common belief that it must be gold].
- (7) The report will be a self-mailer, with the NCLIS' address and telephone number prominently displayed.
- (8) Including samples of economic and statistical maps and graphs.

NCLIS Newsletter - There is great interest in renewing the *NCLIS Newsletter*, perhaps beginning on a quarterly basis. However, it is important that the initial issue be carefully planned with quality and styling, reflecting dignity and authority. The Commission agreed that quality is more important than frequency.

NCLIS Logo Pins -The supply of NCLIS logo pins is exhausted. The pins may only be purchased with NCLIS contributions or from the NCLIS gift fund. It is suggested that the pins also be in pendant form and that, for better recognition, the NCLIS' initials be printed on the pins.

Personalized Stationary and Business Cards - The Federal government cannot pay for personalized stationary nor business cards. The Commission encourages NCLIS Members to obtain NCLIS business cards. NCLIS staff offered assistance to Commissioners wishing to obtain business cards. The use of personalized stationary was discouraged.

NCLIS Scrapbook - The *NCLIS Scrapbook* is being maintained at the NCLIS office. Articles are clipped monthly from NCLIS-subscribed library and information science journals, magazines, newsletters, etc. Commissioners are requested to send NCLIS-related articles and news clippings (e.g., from home town newspapers, local newsletters, etc.) to the NCLIS office for inclusion in the *NCLIS Scrapbook*.

BESSIE B. MOORE RECEIVES MARVIN BOWEN MEDAL

Dr. Bessie Boehm Moore, Vice Chairman Emeritus, was honored by receiving the Joint Council on Economic Education (JCEE) Marvin Bower Medal. The Bower Medal is given annually by the Joint Council in recognition of an educator's exemplary service to economic education. Dr. Moore was recognized for her long and outstanding service to the Arkansas State Council on Economic Education and to the economic education movement nationally. Her similar work with libraries and NCLIS were also recognized.

NCLIS ORGANIZATION MEETING

NCLIS Consultants - MOTION

It was MOVED by Elinor Swaim, seconded by Carol DiPrete that Henriette D. Avram and Judi Chapman be added to NCLIS' list of consultants.

The motion carried unanimously.

NCLIS Meeting Dates for FY 1992 - The NCLIS meeting dates for FY 1992 were approved as submitted.

NCLIS Standing and Ad Hoc Committees - Chairman Reid revised NCLIS' Standing and Ad Hoc Committees, including membership, for the period January 1992 to the first NCLIS meeting in FY 1993 (the

new date for NCLIS organization meeting). The revised list is attached. (See Attachment II.

Election of NCLIS Vice Chair - MOTION

It was MOVED by Michael Farrell, seconded by Daniel Casey, that Elinor M. Swaim be re-elected NCLIS Vice Chair.

The motion carried unanimously.

Election to Executive Committee - MOTION

It was MOVED by Norman Kelson, seconded by Carol DiPrete, that Daniel Casey be re-elected as a Member of the NCLIS Executive Committee. The motion carried unanimously.

It was MOVED by Carol DiPrete, seconded by Daniel Casey, that Michael Farrell be re-elected as Alternate Member of the NCLIS Executive Committee. The motion carried unanimously.

Chairman Reid praised both the work of the Executive Committee and Elinor Swaim's service as Vice Chair. The Executive Committee will conduct its business by conference calls when possible.

NCLIS Liaisons -

Chairman Reid noted that there are, of course, many organizations and groups to which NCLIS Commissioners and/or staff might wish to represent on behalf of the Commission. However, the Commission's liaison activity must be limited, realistic, and very selective. Further, the liaison must be a benefit with a specific purpose, function, and with results. It should be determined if the Commission plays a passive or active role in the organizational/group liaison.

At Chairman Reid's direction, Mr. Young will determine/designate staff liaison and activities. It was decided that the effectiveness of the liaison would be evaluated on a periodic basis. Mr. Young will requested to develop a framework (or guidelines) on the role of NCLIS liaison. Commissioners were requested to review the suggested liaison list under Tab D of the meeting notebook and to notify Mr. Young of their preference for liaisons. Suggestions for additional appropriate liaisons are requested.

STAFF APPRECIATION

Chairman Reid thanked the staff -- and in particular the Executive Director, Peter Young -- for hard work and dedication.

The meeting was adjourned at 4:15 p.m.

Attachments

I Brochure, NCLIS 20th Anniversary

II Listing, NCLIS Standing and Ad Hoc Committees